

**Children's Justice Act Committee**  
**Staffed by the Governor's Office of Crime Prevention, Youth, and Victim Services**  
**Thursday, February 18, 2021**  
**1:30 p.m. - 3:30 p.m.**

**Meeting Minutes**

**Members:**

Detective Thomas Pyles, Chair  
Dr. Kerry Hannan, Vice Chair  
Yorri Berry  
Mary Ann Burkhart  
Michelle Chudow  
Stephanie Cooke  
Elizabeth Hall  
Ed Kilcullen  
Joan Little  
Diane Shaffer  
Joan Stine  
Krista Trahan

**Guests:**

Susan Hansell, Maryland Children's Alliance  
Jamie Smith, Maryland Children's Alliance

**Staff:**

Angela Cromwell, Governor's Office of Crime Prevention, Youth, and Victim Services  
Kelly Gorman, Governor's Office of Crime Prevention, Youth, and Victim Services

**I. Welcome**

Detective Pyles called the meeting to order at approximately 1:33 p.m.

**II. Roll Call**

Ms. Gorman took attendance to ensure everyone on the call was marked as present.

**III. Approval of Minutes (January 2021)**

Minutes from the January 2021 meeting were provided to members. Dr. Chudow made a motion to approve the minutes. Ms. Stine seconded the motion. All were in favor and the minutes were approved.

#### **IV. Grant Updates**

Ms. Cromwell provided the committee with several updates pertaining to the CJAC grant awards. The Office's grant team is working on decreasing the administrative burden on subgrantees by introducing more multi-year awards. Specifically, the CJAC grant awards will now be a three year award to align with the committee's three-year assessment. A three year award allows for longer projects and less time spent on grant administrative work. An initial application will be submitted in year one and a continuation of funding will be awarded for years two and three provided that the subrecipient is in good standing, the program is demonstrating positive outcomes and contingent on the availability of funding. Funding adjustments can be made. A minimum of \$25,000 and a maximum of \$79,000 per year is the threshold for the new multi-year CJAC grant award. Projects that request less than \$25,000 are strongly encouraged to partner and collaborate with other organizations and projects in order to meet the minimum requirement.

#### **V. Child First Training Updates**

Ms. Hansell provided an update on the ChildFirst trainings. The first virtual ChildFirst Training, held in November 2019, received positive feedback from participants. The next virtual ChildFirst trainings are scheduled for the week of March 1st and the week of August 16th. A one-day ChildFirst Refresher Course will also be offered on May 17th and August 24th. There are no registration limits to these one-day courses. Registration is open through March.

Ms. Hansell also introduced Ms. Smith as the new ChildFirst Training Coordinator. Ms. Smith can be reached at [TrainingCoor@marylandchildrensalliance.org](mailto:TrainingCoor@marylandchildrensalliance.org).

#### **VI. Three-Year Assessment Survey Feedback**

Ms. Gorman asked members to complete the three-year assessment survey and provide any feedback before posting the survey link publicly. The survey will go live Monday, February 22nd and survey answers are due by Monday, March 1st. The CJAC Three-Year Assessment is due in May 2021.

#### **VII. Old/New Business**

Ms. Gorman informed members that SCCAN appointed Mr. David Wanger to the Defense Attorney CJAC seat. Mr. Wanger will receive a welcome email and begin to attend meetings. There is one open seat left to fill on the committee for a Criminal or Civil Judge seat.

#### **Next Meeting**

April 15, 2021

1:30 p.m. - 3:30 p.m.

[Google Meet Link](#)